

WebMOHSIS MAIN MENU

Login is the same for all MOHSAIC applications.

Test URL:

I. Login Screen

- Enter Username and Password
- Check to make sure Instance is correct
- Click Login

The screenshot shows a web browser window titled "Login - Microsoft Internet Explorer". The address bar displays the URL: `http://devont/Login/Login.aspx?ReturnUrl=%2fmoasis%2fdefault.aspx`. The page header features the "State of Missouri" logo and the text "DEPARTMENT OF HEALTH AND SENIOR SERVICES". Below this is a "Login" tab and two steps: "1. Enter Login Information" and "2. Select Agency".

Under step 1, there is a list of instructions:

- Read the disclaimer
- Check [Change Password](#) to change passwords
- Enter the login information
- Click Login to proceed.

The "Login Information" section contains the following fields and controls:

- Username:
- Password:
- ☐ Change Password
- Instance:

At the bottom of this section are "Login" and "Cancel" buttons.

A "Disclaimer" box on the right contains the following text:

Disclaimer
Notice: You are about to gain access to the MOHSAIC system. By proceeding, you are agreeing to keep confidential all information made available to you through this application. Any unauthorized access, use and/or disclosure of information may result in a loss of access privileges, an action for civil damages, an action for criminal charges, and/or disciplinary action including but not limited to suspension or dismissal.

The browser's status bar at the bottom shows "Done" and "Local intranet".

WebMOHSIS MAIN MENU

II. Change Password

- If it has been over 30 days, the system will prompt you to change your password.
- Reenter password
- Enter New Password
- Enter New Password Confirm
- Click Login

Password Rules

- a. The first time you log in, you will be required to change your password.
- b. Password must contain six characters.
- c. Password must contain one number.
- d. Password cannot start with a number
- e. Password must be changed every 30 days.
- f. Password cannot be used within 32 sequences. The system will remember the last 32 passwords. (Suggestion: Begin with a unique 4 - 5 letter word and add 01, 02, 03... Thru 32 and then start over. Do not use names or programs, such as MOHSIS01.)